

# ***Board of County Commissioners***

## ***Division of Planning & Development***

### **Planning Department**

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## **Development Review Committee Meeting** **March 8, 2004**

**Members Present:** Robbie Rogers-Director/Chairperson, Richard Helms-Development Coordinator/Vice-Chairperson, Skip Lukert-Building Official, Keith Hunter-Environmental Health, Becky Howard-Deputy Clerk, Dan Hickey-Fire Services, Marie Keenum-911 Coordinator, Michael Springstead-Springstead Engineering, Dale Parrett-Public Works, Charles Cilenti-Planner, Terry Neal-Attorney and Alysia Akins-Secretary.

The meeting convened at 2:01 P.M.

Mr. Helms moved to approve the minutes of the March 1, 2004 meeting.

Mr. Cilenti seconded the motion and the motion carried.

### **Old Business:**

None

### **New Business-**

#### ***VOS: Unit 113 – Major Development – Preliminary Plan Review***

Richard Busche, Kimley-Horne and Associates, Inc., was present and requesting preliminary approval to develop a 42-unit subdivision. Staff comments were discussed regarding section lines, legal and curve descriptions and gas line location.

Mr. Helms moved to approve the preliminary plans, subject to all comments being addressed on revised plans. Mrs. Keenum seconded the motion and the motion carried.

#### ***VOS: Canal Street/Phase 2 – Major Development – Preliminary and Engineering Review***

Robert Palmer, Farner Barley and Associates, Inc., was present and requesting preliminary and engineering approval to develop .85 miles of major local roadway. Engineering comments were discussed regarding stop signs and regulatory agency permits. Staff comments were discussed and have been addressed in letterform.

Mr. Springstead moved to approve the preliminary and engineering plans, subject to all comments being addressed. Mr. Lukert seconded the motion and the motion carried.

***VOS: Key Largo Golf Course Maintenance Facility – Major Development – Preliminary and Engineering Review***

Robert Palmer, Farner Barley and Associates, Inc., was present and requesting preliminary and engineering approval to construct a golf maintenance building, integrated pest and maintenance building and an office. Engineering comments were discussed regarding cross slopes in the handicapped parking area. Staff comments were discussed and have been addressed in letterform. The oil/water separation process was discussed regarding the need for permits. It was decided this process would fall under the Department of Environmental Protection's permit exemptions. A clean up area is provided for washes that drain down into the stormwater system.

Mr. Helms moved to approve the preliminary and engineering plans, subject to all comments being addressed. Mr. Springstead seconded the motion and the motion carried.

***VOS: Stillwater Villas – Major Development – Preliminary Review***

Lori Webb-Paris, Miller Sellen Conner and Walsh, and Ron Grant, Grant and Dzuro, were present and requesting preliminary approval to develop a 78-unit subdivision. Staff comments were discussed regarding parking space dimensions, walled subdivisions, drainage easements and the legal description curve table. Staff would like to see the walls shown on the preliminary plans. Engineering comments are to be addressed on revised plans.

Mr. Helms moved to approve the preliminary plans, subject to all comments being addressed on revised plans. Mr. Springstead seconded the motion and the motion carried.

***VOS: Virginia Vine Villas – Major Development - Preliminary Review***

Lori Webb-Paris, Miller Sellen Conner and Walsh, and Ron Grant, Grant and Dzuro, were present and requesting preliminary approval to develop a 58-unit subdivision. Engineering comments were discussed regarding this project being a walled subdivision. The drainage easement is located in the rear of the lots. Staff comments were discussed regarding a drainage easement on lot 14, which will be shown on the engineering plans, if needed.

Mr. Springstead moved to approve the preliminary plans, subject to all comments being addressed on revised plans. Mrs. Keenum seconded the motion and the motion carried.

***VOS: Unit 111 – Major Development - Engineering Review***

Lori Webb-Paris, Miller Sellen Conner and Walsh, and Ron Grant, Grant and Dzuro, were present and requesting engineering approval to develop a 144-unit subdivision. There were no comments from the engineer. Unit 110 engineering approvals were discussed regarding the storm pipes.

Mr. Springstead moved to approve the engineering plans. Mr. Helms seconded the motion and the motion carried.

***VOS: Virginia Trace Neighborhood Recreation Center and Postal Park – Major Development – Engineering Review***

Lori Webb-Paris, Miller Sellen Conner and Walsh, and Ron Grant, Grant and Dzuro, were present and requesting engineering approval to construct a postal building and pool building. Engineering comments were discussed regarding the drainage easement and regulatory agency permits.

Mr. Springstead moved to approve the engineering plans. Mr. Helms seconded the motion and the motion carried.

***VOS: Caroline Neighborhood Recreation Center and Postal Park – Major Development – Engineering Review***

Lori Webb-Paris, Miller Sellen Conner and Walsh, and Ron Grant, Grant and Dzuro, were present and requesting engineering approval to construct a postal building and pool building. Engineering comments were discussed regarding the existing sanitary sewer manhole, stop signs and bars and regulatory agency permits.

Mr. Springstead moved to approve the engineering plans, subject to all comments being addressed on revised plans. Mr. Helms seconded the motion and the motion carried.

**Q&A/Public Forum**

Fire station locations in the Villages, drainage issues on CR 100, and security fencing along CR 100 due to the character of the abutting properties were discussed.

The next meeting is scheduled for March 15, 2004.

Mr. Springstead moved to adjourn. Mr. Lukert seconded the motion and the motion carried.

The meeting adjourned at 2:31 P.M.